

# Test Coordinator Monthly Webinar



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February 16, 2022

**RHODE  
ISLAND**

# Test Coordinator Monthly Webinars

- **Details:**

- **WHO:** district and school test coordinators, special education directors, EL directors, data managers, technology coordinators
- **WHAT:** pertinent information about state assessments, including monthly tasks, to support schools and LEAs in a successful test administration year
- **REGISTRATION:** the link to register for the entire series can be found at [www.ride.ri.gov/tc](http://www.ride.ri.gov/tc)

- **Webinar Calendar (Wednesdays at 10:00am) – Save the Dates!**

- March 16, 2022
- April 20, 2022
- May 18, 2022

# Agenda for February 16, 2022

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- Preparing for the 2021-22 RI State Assessments
  - Training for State Assessments
    - RICAS and NGSA Test Coordinator Training recordings
    - Accommodations for NGSA and RICAS rescheduled
    - DLM Test Coordinator Training rescheduled
  - Individual Test Updates
  - Outplacement Enrollment Data Apps
  - Medical Exemptions
- Questions, Contact Information, and Resource Slides

# Preparing for the 2021-22 RI State Assessments

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# Required Training for 2021-22

[www.ride.ri.gov/Assessment-Training](http://www.ride.ri.gov/Assessment-Training)

- *Required Training for State Assessments (posted at the web address above and in your handouts folder)*
- **Contains:**
  - Dates, times, registration links, and descriptions of training
  - Training requirements for test coordinators
  - Training requirements for test administrators
  - Steps you need to take to get started on completing training requirements.
- **Changes for 2021-22:**
  - There will be **one** test coordinator webinar for each assessment.
  - In-person training for new district and school test coordinators.
  - **DLM:** test coordinators must complete the online training modules.

Assessment	Webinar	Recording	In-Person
ACCESS for ELLs	✓	✓	
NGSA	✓	✓	✓
RICAS	✓	✓	✓
DLM	✓	✓	
PSAT & SAT	✓	✓	✓

# Training for Test Coordinators

[www.ride.ri.gov/assessment-training](http://www.ride.ri.gov/assessment-training)

State Assessment	Mode	Dates Available	Link	Notes
ACCESS for ELLs and Alternate ACCESS	Webinar	Complete	<a href="#">Recording of ACCESS presentation</a>	Click on ACCESS for ELLs tab.
DLM	Webinar	Feb. 17	<a href="#">DLM Test Coordinator Registration</a>	<a href="#">DLM Manuals</a>
SAT and PSAT 10	Webinar	March 14	<a href="#">SAT and PSAT 10 Test Coordinator Training</a>	
	In-person	March 16 or 17	<a href="#">SAT and PSAT 10 Test Coordinator Training</a>	
RICAS	Webinar	Complete	<a href="#">RICAS Test Coordinator Training</a>	Recording/Presentation posted
	In-person	Complete	RICAS in-person Test Coordinator Training	
NGSA	Webinar	Complete	<a href="#">NGSA Test Coordinator Training</a>	Recording/Presentation posted
	In-person	Complete	NGSA in-person Test Coordinator Training	
Accommodations for RICAS and NGSA	Webinar	Feb. 16	<a href="#">Accommodations for RICAS and NGSA</a>	<a href="#">2021-22 AAF Manual</a>

# Training for Test Administrators

[www.ride.ri.gov/Assessment-Training](http://www.ride.ri.gov/Assessment-Training)

State Assessment	Mode	Dates Available	Link	Notes
ACCESS for ELLs and Alternate ACCESS	Online Modules	<i>Now</i>	<a href="#">WIDA Secure Portal</a>	
DLM	Online Modules	<i>Now</i>	<a href="#">Training Site</a>	<a href="#">RI Guide to Required Training</a>
SAT and PSAT 10	Online Modules	Week of March 1	TBA	
	Proctor & Hall Monitor Training	<i>TBA</i>	<a href="http://www.ride.ri.gov/assessment-training">www.ride.ri.gov/assessment-training</a>	
RICAS	Online Modules	<i>Now</i>	<a href="#">RICAS Resource Center</a>	Supplement to Test Administrator Core training
NGSA	Online Module	<i>Now</i>	<a href="#">RI NGSA Portal</a>	This training covers TDS usage only, need main training

# Updates: NAEP

[www.myNAEP.com](http://www.myNAEP.com)

## Testing window: Monday, January 24 – Thursday, March 31, 2022

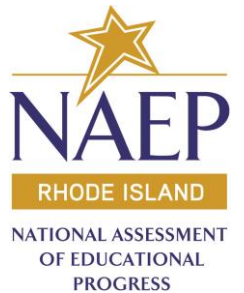
- NAEP Field Representatives adhere to federal guidelines for COVID Protocols
- 4 weeks into testing; 4 weeks remaining of regular test window
- Last 2 weeks of window (March 21-31) *may* be used as make-up days or for rescheduled days
- *Manage Questionnaires* completion on [www.myNAEP.com](http://www.myNAEP.com)

## February Insights:

Thank you

for your efforts with NAEP!

- 149 schools in sample
  - 86 grade 4
  - 63 grade 8
- 65 schools have tested as of February 11
  - 39 schools have completed NAEP
  - 26 required make up sessions
    - 9 make up sessions have been completed as of February 14
  - On track to meet inclusion rates if completion rates continue at this rate



# Updates: RICAS

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- **PNP initial window closes Friday:**
  - Make sure all students with paper test accommodations are set as such in PAN.
  - Review student records in PAN for enrollment – informs the number of CBT TAMs to be shipped to you.
- **Review RICAS TCM for upcoming tasks and deadlines:**
  - Test Coordinator Training: RISAP Overview training and RICAS test coordinator training are posted to [www.ride.ri.gov/assessment-training](http://www.ride.ri.gov/assessment-training)
  - PNP process: initial window closes 2/18; extended window open through start of testing
  - Identify test administrators and create/reenable PAN accounts for them
  - Establish school testing calendar
  - Technology coordinator review network bandwidth (prep for Infrastructure Trial) and TestNav system requirements
  - Begin planning for test administrator training
- **RICAS resources:**
  - Materials lists posted to Assessment Manuals page
  - TA Core Training Presentation editable slide deck posted to Assessment Training page

# Updates: ACCESS for ELLs

- The ACCESS Test Window was extended.
- Statewide completion rates are very high (98% Listening; 97% Reading; 79% Speaking; 85% Writing)

## Testing Dates

**12/2/21-3/11/22**

WIDA AMS test setup available for test sessions

**12/21/21**

Districts receive test materials

**12/21/21-2/11/22**

Additional test materials ordering window in AMS

**1/10/22-3/11/22**

Test Window

**3/15/22**

Deadline for shipping completed test materials to DRC

**TBD**

Districts receive reports - Online

**TBD**

Districts receive reports - Printed

# DLM Updates

- **February 17** (1 – 3:00PM): Test Coordinator Training
- **March 21:** All First Contact Surveys and Personal Needs and Preferences must be completed.

## **March 14: Virtual workshop on Essential Elements for teachers**

- Two sessions:
  - Session 1: 8:30 – 11:30AM
  - Session 2: 12:30 – 3:30PM
- Registration: <https://www.eride.ri.gov/workshopreg/ViewWorkshop.aspx?workshopid=1829>
- 60 participants max per session.
- **Objectives:**
  - what the Essential Element alternate achievement standards are,
  - how to use the Essential Element mini-maps to develop instructional plans and IEP goals,
  - instructional resources aligned to the Essential Elements, and
  - how to use the DLM student report to understand students' achievement toward meeting the Essential Elements.

# Updates: PSAT 10 and SAT

## Accommodations:

- Feb. 22:
  - Last Day to Submit Accommodations into SSD Online
  - Last Day to Submit EL Supports Requests into SSD Online (Extended time for EL students)

**Digital resources released** and posted to [www.ride.ri.gov/assessment-manuals](http://www.ride.ri.gov/assessment-manuals) (scroll to bottom of page) and to <https://digitaltesting.collegeboard.org/resources>

- Test Coordinator & Administrator Manuals, TIDE Guide, Technology Guides, Student Privacy Letter, student questionnaires, Student Guides, etc.

## Paper Tests:

- *As an accommodation:* Enter accommodation into SSD Online and request materials from [rischoolday@collegeboard.org](mailto:rischoolday@collegeboard.org) or use their online ordering form [Paper Ordering Form](#)
- *For homeschooled students:* Order test materials from [rischoolday@collegeboard.org](mailto:rischoolday@collegeboard.org) or use the Paper Ordering Form
- For students attending schools outside of Rhode Island.
  - College Board will verify student enrollment and materials shipments with out-of-state schools directly.

# Access to College Board TIDE: March 2

## Student Registration Reminders:

- RIDE registers students by passing data files to College Board manually (not an automatic feed).
- Updates/changes to student information **cannot be made in TIDE**.
- Changes must be made in the district Student Information System, come to RIDE, then be passed again to College Board.
- *Changes may take from 48 to 72 hours before they can be seen in TIDE.*

## User Accounts:

- College Board will create user accounts for those who were identified as SAT and PSAT 10 Coordinators. Coordinators will receive an email like the one below.
- SAT, PSAT 10 Coordinators are responsible for creating teacher (proctor) and other coordinator accounts.

[EXTERNAL] Login code



DoNotReply <DoNotReply@cambiumassessment.com>

To ● Wolf Belda, Jenn

This automated email contains the verification code for logging in to a CAI System.

Please enter the code below on the Enter Code page.

618526

This will expire after 15 minutes. If you do not enter the code before then, please request for a new code.

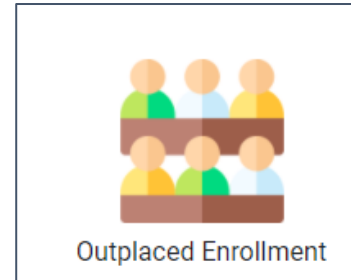
# Outplacement Student Enrollment Data

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- Report 1: Outplaced Enrollment
  - For outplacement schools to verify the data RIDE receives from LEAs.
- Report 2: Outplaced Student Report
  - For LEAs that tuition students to outplacement schools.
- WHY?
  - Student information for students in outplacement schools is often out of date and inaccurate.
  - It is difficult for LEAs and outplacement schools to verify student information without RIDE being the intermediary. These new reports allow the LEA and the schools to see where the problems are and to fix them quickly.

# Outplaced Enrollment Application

- For Outplacement Schools only. Administrators must have RIDE Portal account. All administrators will be verified before RIDE assigns this application.
- Steps:
  1. Log in to RIDE portal: <https://portal.ride.ri.gov/Account/Login>
  2. Click on All Applications on the left-hand side of the screen.
  3. Click on the *Outplaced Enrollment* application:
- 4. Select the School Year: 2021-22



Outplacement schools will be able to see students by sending LEA.

RIDE, School Year: 2021-22

Alternate Assessment Designation

MLL/ELL Status

Outplacement schools will be able to see students by sending LEA.

Students		Designation				
	School: Bradley School North					
SASID	Student Name	Grade	Alt Assessment	MLL	Start Date	Exit Date
Achievement First Rhode Island						
Bradley School North(08303)		04	N	N	08/26/2021	
Bradley School North(08303)		04	N	N	08/26/2021	
Bradley School North(08303)		05	N	Y	08/26/2021	
Blackstone Valley Prep, A RI Mayoral Academy						
Bradley School North(08303)		01		N	08/30/2021	
Bradley School North(08303)		03		N	09/30/2021	
Bradley School North(08303)		04		N	08/30/2021	
Bradley School North(08303)		06		N	08/30/2021	
Bradley School North(08303)		KF		N	12/15/2021	
Burrillville						
Bradley School North(08303)		04	Y	N	09/07/2021	
Bradley School North(08303)		04		N	09/07/2021	
Central Falls						
Bradley School North(08303)		05		N	08/27/2021	

# Outplaced Student Report

- For LEA administrators:
  - data managers
  - test coordinators
  - special ed. directors
- Found in Enrollment Census application in eRIDE:



Enrollment Census

**Information Services**

eRide Home > **Enrollment Census (2021-22)** District Menu Newport | Log Out

Submit Data | Duplicates | Check Demographics | Export All | Grade Config | Errors | Sch. Calendar | TCS Data | Advanced Courses

**Instructions**

Click on 'Report' to view and print a summary report. Click on the name of a school or district for a student listing. School and district totals are **colored in red** to indicate that the numbers are substantially different from their 5-year averages (greater than 20%).

Reports Last Updated: 1/13/2022 10:41:20 AM Report Types Outplaced Student Report

Outplaced Student Report: Students Outplaced by District - YTD

Code	District/School Name	Summary	Total	Baseline	Last Up
21	Newport	Report	20	42	1/12/2022
21106	Frank E. (05-08)	Report	0	0	
21107	Claiborne Pell (PK-04)	Report	0	0	
21111	Rogers High (09-12)	Report	0	0	
21190	Administration (PK-12)	Report	20	42	1/12/2022

2. Click *Administration* to view list of students being outplaced from your district.

1. Select *Outplaced Student Report*

Submission Report  
Absence Excused  
Absence Un-excused  
Absenteeism  
ADA - State Calculated  
ADM - State Calculated  
CTE Concentrators Report  
CTE Participants Report  
Dropouts Report  
Early Dismissal  
EIS Report  
Graduates Report  
Homeless Report  
**Outplaced Student Report**  
PLP Report  
RADM - State Calculated  
Retention Report  
Snapshot Report  
Student Contact  
Student Mobility

# Medical Exemptions

- [www.ride.ri.gov/assessment-exemptions](http://www.ride.ri.gov/assessment-exemptions)
- What is a medical exemption?
  - Every student is expected to participate in state assessments. A medical exemption is an official notification that the student will not be included in assessment or accountability calculations because the student met the criteria for having a medical emergency that prevented them from receiving instruction *and* participating in state testing *for the duration of the state testing window*.
- When will I know if the exemption is approved?
  - After the state testing window closes.
- Can anyone submit a medical exemption?
  - No. Only the district's superintendent's office may request a medical exemption.
  - Outplacement schools must discuss the exemption with the sending district. If the sending district agrees, then they will request the exemption.

# Medical Exemption Process

- **STEP 1:** Discuss the student's situation and decide if the criteria are met.
- **STEP 2:** Complete these three forms:
  - **Form 1: District Assurances Form**
    - Fax to RIDE once completed (fax number is on form)
  - **Form 2: Parent Form**
    - Keep for records at district office.
    - English, Spanish, and Portuguese forms are available
  - **Form 3: Physician/Mental Health Professional Form**
    - Keep for records at district office
    - English, Spanish, and Portuguese forms are available
- **STEP 3:** Superintendent's office enters the request into the Medical Exemption application in eRIDE. *Instructions in the RISAP Test Coordinator Handbook*

# Updated District Form for Medical Exemptions



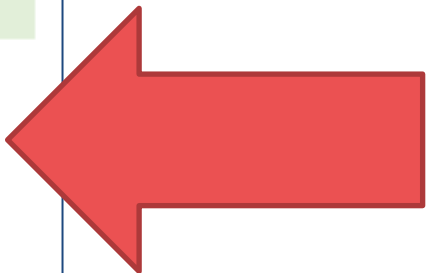
## Request for Medical Exemption from Testing

### FORM 1: DISTRICT ASSURANCES FORM

Directions: There are three steps for submitting an exemption to RIDE:

- 1) All information on Form 1 must be completed and faxed to 401-222-3605. Do not email this form as it contains personally identifiable information.  
Please note: Incomplete forms and forms submitted after the due dates will not be accepted. See [www.ride.ri.gov/assessment-exemptions](http://www.ride.ri.gov/assessment-exemptions) for current timelines and due dates. *Make sure all information is legible.*
- 2) Request must be logged through the eRIDE State Assessment Exemption Request System
- 3) Forms 2 and 3 must be completed and retained by the district.

_____ Student Name ( <i>print clearly</i> )	_____ D.O.B.	_____ SASID (1000XXXX)
_____ School ( <i>print clearly</i> )	_____ District	_____ Test(s) and Grade Level



Assurances by District:	Yes	No	n/a	Comment(s):
1. The student was consulted prior to submitting this request.				
2. The student agrees with this request.				
3. The parent(s)/guardian(s) was/were consulted prior to submission of request.				
4. A parent/guardian signed <i>Form 2</i> to document their participation in the request for exemption.				
5. A treating physician/licensed mental health professional signed <i>Form 3</i> indicating that this student cannot attend school or participate in learning or other educational activities, even with adjustments to their school schedule, location (home tutoring), or other supports and/or accommodations.				
6. A treating physician/licensed mental health professional signed <i>Form 3</i> indicating that the student cannot take the state assessment, even with accommodations or other supports.				

*I certify that the information contained within this request is complete, accurate, and that:*

- *the student's medical emergency does not allow them to participate in instruction either in school or another location (such as their home or a hospital).*
- *the student cannot participate in state assessments due to their medical crisis.*
- *the student's medical crisis spanned the duration of the state assessment testing window for the test(s) covered under this exemption request.*

\_\_\_\_\_  
Superintendent's Name (*print*)

\_\_\_\_\_  
Superintendent's Signature

\_\_\_\_\_  
Date

# Updated Parent Form for Medical Exemptions

Student Name (print): \_\_\_\_\_

I have consulted with the school or district regarding the request to exempt my child from the \_\_\_\_\_ **assessments.**

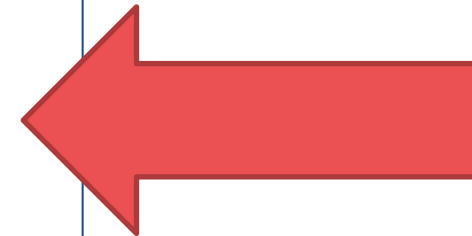
I understand that this means I will have either no test scores or partial test scores, depending on circumstances, for my child for the exempted assessment(s). By signing this request, I acknowledge that:

1. I **WAS** (or) **WAS NOT** (*circle one*) involved in the decision for the district to seek an exemption for my child from the statewide assessment.
2. I **DO** (or) **DO NOT** (*circle one*) give permission for the for the district to submit this exemption request to the Rhode Island Department of Education, Office of Curriculum, Instruction, and Assessment, for review.

\_\_\_\_\_  
Parent/Guardian Full Name (please print)

\_\_\_\_\_  
Parent/Guardian Signature

\_\_\_\_/\_\_\_\_/\_\_\_\_  
Date



# Medical Exemption Dates

TEST	EXEMPTION REQUEST OPEN	EXEMPTION REQUEST CLOSED	LAST DATE TO SUBMIT FORM 1
ACCESS / Alt ACCESS	February 14	March 31	April 29
NAEP	N/A		
DLM	May 23	June 30	July 29
SAT	April 25	June 3	July 29
PSAT10	April 25	June 3	July 29
RICAS ELA	April 25	June 3	July 29
RICAS Math	May 23	June 30	July 29
NGSA	May 23	June 30	July 29

- To be considered for review:
  - Form 1 (District Form) must be received at RIDE by the date shown in the *Last Date to Submit Form 1* column **and**
  - the request must be entered into the Medical Exemption application in eRIDE by the date shown in the *Exemption Request Closed* column.
- Exemption requests will be processed beginning on the *Last Date to Submit Form 1* date.
- Approval/denial emails will be sent to superintendents only.

# Reference Information

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# 2021-2022 State Assessment Calendar: Elementary & Middle School

State testing windows are posted at [www.ride.ri.gov/Assessment-Schedules](http://www.ride.ri.gov/Assessment-Schedules)

Test	Content Area(s)	Grades	Test Window Opens	Test Window Closes
ACCESS for ELLs	ELP	K-12	January 10, 2022	March 11, 2022
Alternate ACCESS for ELLs	ELP	1-12	January 10, 2022	March 11, 2022
NAEP (selected schools)	Reading, Math Civics & U.S. History	4, 8 8	January 24, 2022	March 31, 2022
RICAS	ELA	3-8	March 28, 2022	April 29, 2022
	Math	3-8	April 25, 2022	May 27, 2022
DLM	ELA, Math Science	3-8 5, 8, 11	April 4, 2022	May 27, 2022
NGSA	Science	5, 8, 11	April 25, 2022	May 27, 2022

# 2021-2022 State Assessment Calendar: High School

State testing windows are posted at [www.ride.ri.gov/Assessment-Schedules](http://www.ride.ri.gov/Assessment-Schedules)

Test	Content Area(s)	Grades	Test Window Opens	Test Window Closes
ACCESS for ELLs	ELP	K-12	January 10, 2022	March 11, 2022
Alternate ACCESS for ELLs	ELP	1-12	January 10, 2022	March 11, 2022
DLM	ELA, Math Science	3-8, 11 5, 8, 11	April 4, 2022	May 27, 2022
PSAT10	Reading, Math	10	April 13, 2022 (primary)	April 15, 2022
			April 26, 2022 (make-up)	April 28, 2022
RI SAT School Day*	Reading, Math	11	April 13, 2022 (primary)	April 15, 2022
			April 26, 2022 (make-up)	April 28, 2022
NGSA	Science	5, 8, 11	April 25, 2022	May 27, 2022

\* **RI SAT School Day** also has a Paper test date (April 13; make-up April 26) for homeschooled students and RI students enrolled in out-of-state schools. However, some students requiring a paper test as an accommodation may either be tested on April 13 or during the accommodated testing window, depending on the type of accommodation.

# Primary RIDE Website Resources

These websites are referenced the most in our state assessment guidance materials

Webpage Name	Contents	Link
RISAP Test Coordinator Information	Updates, memo archives, monthly webinar registration link and recording/presentation archive, help desk and general RISAP info	<a href="http://www.ride.ri.gov/TC">www.ride.ri.gov/TC</a>
Assessment Schedules	State testing windows for all assessments	<a href="http://www.ride.ri.gov/Assessment-Schedules">www.ride.ri.gov/Assessment-Schedules</a>
Assessment Manuals & Materials	Manuals, guides, and links to assessment websites to support administration	<a href="http://www.ride.ri.gov/Assessment-Manuals">www.ride.ri.gov/Assessment-Manuals</a>
Statewide Assessment Training	Training requirements and resources for test coordinators and test administrators, training calendar	<a href="http://www.ride.ri.gov/Assessment-Training">www.ride.ri.gov/Assessment-Training</a>
Assessment Accommodations	Accommodations and Accessibility Features Manual, assessment-specific resources	<a href="http://www.ride.ri.gov/Accommodations">www.ride.ri.gov/Accommodations</a>
Assessment Exemptions	Information about medical exemptions	<a href="http://www.ride.ri.gov/Exemptions">www.ride.ri.gov/Exemptions</a>
Assessment Results	Assessment reporting website resources and archive	<a href="http://www.ride.ri.gov/Assessment-Results">www.ride.ri.gov/Assessment-Results</a>
Released Items / Practice Tests	Released items, practice tests, and other resources	<a href="http://www.ride.ri.gov/Released-Items">www.ride.ri.gov/Released-Items</a>

# Supplemental RIDE Website Resources

Additional websites that may be helpful to find or share information about RI's state assessments

Webpage Name	Contents	Link
Resources for Families	General information about standards, curriculum, and assessment for families	<a href="http://www.ride.ri.gov/Families">www.ride.ri.gov/Families</a>
Technical Reports	Technical specifications and reports for state assessments	<a href="http://www.ride.ri.gov/Technical-Reports">www.ride.ri.gov/Technical-Reports</a>
One Percent Rule	Information on the one percent threshold, statewide, on the number of students taking alternate assessments	<a href="http://www.ride.ri.gov/One-Percent-Rule-Assessment">www.ride.ri.gov/One-Percent-Rule-Assessment</a>
Interim Assessments	Funding opportunity for LEAs to purchase ELA, math, or science interims from select vendors	<a href="http://www.ride.ri.gov/Interims">www.ride.ri.gov/Interims</a>
Assessment-Specific:	ACCESS for ELLs	<a href="http://www.ride.ri.gov/ACCESS">www.ride.ri.gov/ACCESS</a>
	DLM Alternate Assessment	<a href="http://www.ride.ri.gov/DLM">www.ride.ri.gov/DLM</a>
	NAEP	<a href="http://www.ride.ri.gov/NAEP">www.ride.ri.gov/NAEP</a>
	Next Generation Science Assessment	<a href="http://www.ride.ri.gov/NGSA">www.ride.ri.gov/NGSA</a>
	PSAT10 / RI SAT School Day	<a href="http://www.ride.ri.gov/SAT">www.ride.ri.gov/SAT</a>
	RICAS	<a href="http://www.ride.ri.gov/RICAS">www.ride.ri.gov/RICAS</a>

# Assessment Office Resources

- Assessment Mailbox: [assessment@ride.ri.gov](mailto:assessment@ride.ri.gov)
- Assessment Resources: [www.ride.ri.gov/TC](http://www.ride.ri.gov/TC)
  - Manuals: [www.ride.ri.gov/assessment-manuals](http://www.ride.ri.gov/assessment-manuals)
  - Training: [www.ride.ri.gov/assessment-training](http://www.ride.ri.gov/assessment-training)
  - Accommodations: [www.ride.ri.gov/accommodations](http://www.ride.ri.gov/accommodations)
- Assessment Data Portal:
  - Public Site: <https://www3.ride.ri.gov/ADP>
  - Confidential Site: <https://portal.ride.ri.gov/Account/Login>
- Ana Karantonis (ACCESS for ELLs, psychometrics)
  - 401-222-8940
  - [Ana.Karantonis@ride.ri.gov](mailto:Ana.Karantonis@ride.ri.gov)
- Heather Heineke (DLM, PSAT10, SAT, accommodations)
  - 401-222-8493
  - [Heather.Heineke@ride.ri.gov](mailto:Heather.Heineke@ride.ri.gov)
- Jackie Branco (NAEP, data quality)
  - 401-222-4685
  - [Jacqueline.Branco@ride.ri.gov](mailto:Jacqueline.Branco@ride.ri.gov)
- Kamlyn Keith (RICAS, NGSA)
  - 401-222-8413
  - [Kamlyn.Keith@ride.ri.gov](mailto:Kamlyn.Keith@ride.ri.gov)
- Phyllis Lynch (Director of Office of Assessment)
  - 401-222-4693
  - [Phyllis.Lynch@ride.ri.gov](mailto:Phyllis.Lynch@ride.ri.gov)